

## Castle Education: Safeguarding Policy

At Castle Education, the safety and well-being of all individuals involved in our educational services are of utmost importance. This Safeguarding Policy outlines our commitment to creating and maintaining a safe and secure environment for all students, schools, educators, and staff.

### 1. DBS Checks:

- a. All teachers and tutors employed by Castle Education are required to undergo a valid Disclosure and Barring Service (DBS) check to ensure their suitability for working with children and vulnerable individuals.
- b. A copy of the DBS certificate will be maintained in Castle Education's records and made available upon request.

### 2. Safeguarding Responsibilities:

- a. All Castle Education employees, including teachers, tutors, support staff, and management, assume the responsibility to safeguard and promote the welfare of all individuals under our care.
- b. Everyone associated with Castle Education should understand their roles and responsibilities in safeguarding and work together to create a safe environment.

### 3. Risk Assessment:

- a. Castle Education conducts regular risk assessments to identify potential risks and hazards that may compromise the safety and well-being of students, schools, educators, and staff.
- b. Control measures are implemented to minimise risks and ensure a safe learning environment for all.

### 4. Safer Recruitment:

- a. Castle Education follows robust recruitment procedures to ensure that individuals working with us are suitable and competent for their roles.
- b. This includes thorough application screening, interviews, reference checks, and verification of qualifications and DBS checks.

### 5. Child Protection:

- a. Castle Education acknowledges that child protection is of paramount importance.
- b. Any concerns or disclosures related to the welfare or safety of a child should be immediately reported to the designated safeguarding lead (DSL) at Castle Education.
- c. The DSL will follow appropriate procedures, in line with local statutory requirements, to address and escalate any safeguarding concerns as necessary.

### 6. Confidentiality and Information Sharing:

- a. All staff members at Castle Education understand and respect the need for confidentiality when dealing with safeguarding matters.
- b. Information related to safeguarding concerns or disclosures will be shared with relevant individuals on a need-to-know basis, in accordance with legal obligations and data protection regulations.

### 7. Training and Awareness:

- a. Castle Education ensures that all staff members receive appropriate training and continuous professional development in areas related to safeguarding, child protection, and promoting welfare.
- b. Regular staff meetings, briefings, and updates are conducted to maintain awareness, understanding, and compliance with our safeguarding policies and procedures.

### 8. Reporting and Monitoring:

- a. Castle Education maintains accurate records of all safeguarding concerns, incidents, and actions taken, in line with relevant statutory requirements.
- b. Regular monitoring and evaluation of our safeguarding procedures and policies ensure a continuous commitment to improvement and alignment with best practices.

### 9. Complaints and Concerns:

a. Castle Education provides a clear and accessible procedure for reporting complaints or raising concerns regarding safeguarding matters.

b. Complaints or concerns will be thoroughly investigated, and appropriate actions will be taken to address any issues identified.

This Safeguarding Policy is subject to regular review and will be updated in accordance with changes in legislation, best practice, and the evolving needs of Castle Education and its stakeholders.

Please do not hesitate to contact our team at [contact@castle-education.co.uk](mailto:contact@castle-education.co.uk) if you have any questions or require any further information.

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